



Natural Resources Conservation Service
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October 4, 2007

WEST VIRGINIA BULLETIN NO: WV- 360-8-1

SUBJECT: FY 2008 Performance Plans

Purpose: To notify all employees of the deadline date for FY2008 Performance Plans.

Expiration Date: This bulletin expires October 31, 2007

Action Required By: October 31, 2007

All FY2008 Performance Plans must be in place by October 31, 2008 within EmpowHR.

FY2008 Performance Standards will be based on the same Performance Standard templates used in 2007. Each supervisor has the option of adding specificity to the templates for a given position. FY2008 standards can be set up by "copying from a previous year" within EmpowHR.

NRCS is working with contractors to develop revised templates that will incorporate the "Alignment and Linkages" between performance and performance expectations. Each standard must include all elements that will be used in evaluating the employee's performance against the expected performance. These revised templates will not be available until later in the Fiscal Year.

When the revised templates are available, supervisors will be asked to customize and finalize performance plans for the remainder of the year.

If you have any questions on implementing FY2008 Standards, please call Charlotte Elliott-Friend, State Administrative Officer at (304) 284-4247.

/s/

KEVIN WICKEY
State Conservationist

Dist: E

